

CONFIDENTIAL

ILLEGIB

23 July 1948

13012

MEMORANDUM FOR: Assistant Director for Operations
Chief, Budget and Finance Branch, A&M
Chief, Services Branch, A&M
Chief, Personnel Branch, A&M

50X1

50X1

1. Reference report of the fiscal inspection made by [redacted]
[redacted] Finance Branch, A&M, during June 1948 of several [redacted] 50X1
steps should be taken to adjust unsatisfactory conditions noted therein
wherever possible. Reference paragraphs of the report and the activity
which should initiate action are listed below:

<u>Office of Operations</u>		<u>Services Br., A&M</u>		<u>Budget & Finance Br., A&M</u>		<u>Personnel Br., A&M</u>	
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6	9e	7	2	10	10e	6	9f
7	3	8	6				
8	4	9	8				
10	10a	9	9				
10	10b	14	6				
13	5	18	5d				
15	8	21	4a				
18	5e	22	1				
23	4	25	12				

2. Close coordination between offices will be necessary in some instances to complete the required action. Please report action taken by 9 August 1948.

3. Comments and recommendations are requested from the Chiefs, Budget and Finance Branch and Services Branch, A&M, for the elimination of petty cash funds in the field offices and the possibility of issuing local purchase orders of listed amounts.

FOR THE DIRECTOR OF CENTRAL INTELLIGENCE:

L. T. SHANNON
Executive for
Administration and Management